

Permit No. _____

**PERMIT APPLICATION FOR
TREE PLANTING IN PUBLIC RIGHT-OF-WAY
PUBLIC WORKS DEPARTMENT
City of Cedar Rapids, Iowa**

Applicant Name: _____ Company Name: _____

Bond on File with City: Yes No Bond expiration date: _____

Copy of Insurance on
File with City: Yes No
(Fax to 319-286-5801)

Applicant Address,
City, State, Zip: _____

Applicant Telephone: _____ Applicant cell #: _____ Applicant Fax No: _____

Applicant E-mail address: _____

Property Owner Name &
Phone Number: _____ Tenant
Name: _____

Location of Work: Address _____

***Tree selection, species, size and spacing *must* conform to specification, as listed on the City Forestry Web Page at
<http://www.cedar-rapids.org/government/departments/public-works/forestry/Pages/default.aspx>**

Overhead Utility Lines? Yes No

Does tree meet 2" dbh for shade or 1 1/2" dbh for ornamental
requirement?

Yes No

If no, please explain:

Tree type (species): _____

The following are required minimum parameters for tree placement. Check all that apply:

- location is at least 40' from existing right-of-way trees
- location is at least 10' from Driveway
- location is at least 20' from Intersection
- location is at least 4' from Curb or Sidewalk

COMMENTS: _____

Application Date: _____ Date Work to Start: _____ Finish: _____

A Location Plan must be completed with this application indicating location of proposed work relative to the street, other access points, adjacent buildings, etc. The applicant may use the attached Location Plan or use their own plan providing it contains at least the amount of detail shown on the attached.

By signing this application, I hereby agree to abide by the terms of the Standard Permit Conditions and if applicable, the Supplemental Permit Conditions, if a permit is issued.

Signed: _____ (Company Representative) _____ (Title)

DO NOT WRITE IN SPACES BELOW – RESERVED FOR CITY STAFF

Recommended for Approval: _____

Recommended for Approval: _____

FORESTRY PROGRAM REPRESENTATIVE

ENGINEERING DIVISION REPRESENTATIVE

Applicant notified by: E-mail Fax US Mail By: _____

(PW Representative, date)

cc: Applicant, Forestry

**STANDARD PERMIT CONDITIONS
FOR
EXCAVATIONS IN PUBLIC RIGHT-OF-WAY**

City of Cedar Rapids, Iowa

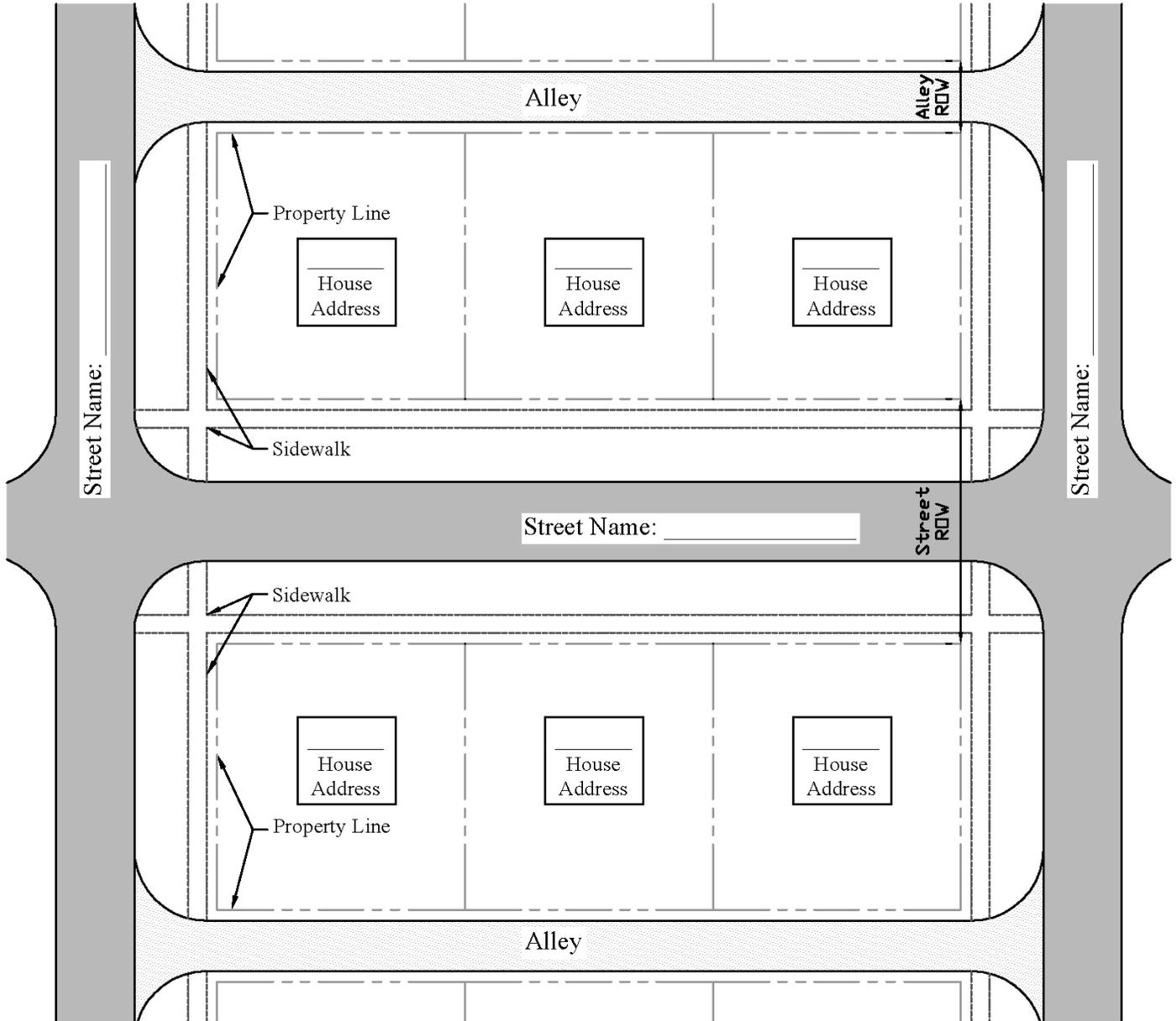
The applicant agrees that if granted a permit for excavations in the public right-of-way as described in the permit application, the following stipulations shall govern.

1. The applicant must file the original form with the Public Works Department at 1201 6th Street SW, Cedar Rapids, IA 52404.
2. This permit will be held on file for a one month period from the date of the permit. If work is not begun during that time, the permit will become null and void. A new permit will have to be obtained at the time the work is to be done.
3. The construction work will conform to the ordinances of Cedar Rapids. For Contractors, a valid Bond as required in Section 9.27 of the Cedar Rapids Municipal Code must be on file with the City Clerk. Bond must be valid for duration of work. Property Owners, who are doing their own work (when allowed), must provide proof of homeowner's insurance by providing a copy of the policy's declaration page.
4. The construction work shall conform to the current edition of the Cedar Rapids Metropolitan Area Standard Specifications for Public Improvements and the Cedar Rapids Metropolitan Area Standard Details for Public Improvements. The City may perform testing at the City's expense to verify conformance with specifications.
5. All surfacing shall be replaced to its original condition satisfactory to the Public Works Department. Grass surfaces may be seeded and mulched, sodded or treated with erosion mat as determined by the City Engineer or his/her designee.
6. The petitioner shall assume the responsibility of maintenance costs for restoring any grassed areas, streets, driveways and sidewalks due to settlement of the trenches or improperly restored improvements over such trenches for a period of two (2) years or until the area is reconstructed by the City, whichever is sooner.
7. In the event the applicant fails to make satisfactory progress and/or comply with the specifications, the City reserves the right to enter a site to complete work with its own forces. The applicant agrees to reimburse the City for all costs associated with the City to complete the work including costs of labor, materials and equipment.
8. The applicant shall notify Public Works (319-286-5802) **at least 48 hours but no more than 96 hours in advance of starting work and in advance of any pavement repairs.**
9. The applicant shall notify Iowa One Call at 1-800-292-8989 for utility locates prior to excavation.
10. Forestry Division shall be immediately notified of any damage to the trunk, limbs, or roots within the drip line of any City tree
11. The applicant agrees to abide by the Supplemental Conditions (SEE ATTACHED or NOT APPLICABLE).
12. We hereby agree to the terms and conditions set out in the foregoing application and specifically agree to protect defend and hold the City harmless against any and all damages that might arise by reasons of the granting of the application and issuance of the permit.
13. If the applicant fails to comply with the above conditions, future permits will not be issued for work within the public right-of-way until the issues are resolved to the satisfaction of the Public Works Director/City Engineer.

LOCATION PLAN EXCAVATIONS IN PUBLIC RIGHT-OF-WAY CITY OF CEDAR RAPIDS PUBLIC WORKS DEPT.

Name of Property Owner: _____

Address: _____



Note: Use the above diagram and modify as needed or submit your own diagram to best show the location of your proposed excavation.